

## LABOR RELATIONS COMMITTEE

### MINUTES

The Labor Relations Committee of the Willmar City Council met on Wednesday, October 15, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Steve Ahmann	.....	Chair
	Jim Dokken	.....	Vice Chair
	Denis Anderson	.....	Member
	Tim Johnson	.....	Member

Others present: City Administrator Charlene Stevens

#### Item No. 1      Call to Order

The meeting was called to order by Council Member Ahmann at 4:47 p.m.

#### Item No. 2      Closed Session Pursuant to Minn. Stat. §13D.03

Council Member Anderson made a motion, seconded by Council Member Dokken to go into closed session pursuant to Minn. Stat. §13D.03 to discuss labor negotiation strategies. The meeting was closed at 4:48 p.m.

The meeting was reopened at 5:20 p.m. on a motion by Council Member Anderson, seconded by Council Member Dokken.

#### Item No. 3      Consideration of Contract with AFSCME General Unit

Chair Ahmann reviewed the tentative agreement with AFSCME General Unit (see attached document), summarizing the agreement for 2014-2015. Chair Ahmann highlighted the annual wage increases of 2.0%, the changes in language for contracting, the change in post-retirement health care and the changes in the employer contribution for insurance.

Council Member Dokken made a motion, seconded by Council Member Anderson to approve the contract and Memorandum of Understanding with AFSCME General Unit for 2014-2015 as described and attached. The motion carried.

#### Item No. 4      Requests for Information (Information Only)

Chair Ahmann opened the discussion regarding requests for information and how best to handle requests so staff is not overburdened and so that information is received in a timely fashion. Ms. Stevens explained the process for handling requests and the attempts to ensure that the full Council has the same information. Ms. Stevens noted that staff works to be responsive and that there are efforts to ensure that information is broadly distributed. Ms. Stevens stated one value of distributing information via the weekly memo is that it helps staff to track responses.

Ms. Stevens acknowledged there may be instances when a request is really individual from a Council Member and it will be responded to in that fashion, but generally if someone is requesting statistics or background on issues, that information is more broadly distributed. Ms. Stevens also noted that if Council Members have certain deadlines, such as data needed for a presentation, it is helpful to know that in advance.

Council Member Anderson agreed that some general guidelines are helpful, but it should not be so rigid. Council Member Johnson stated that he prefers to make individual requests, but understand sometimes that information may have a broader interest to other Council Members and that distribution should come from staff.

Council Member Dokken suggested that the Committee Action Forms could be more detailed and that would also help the Council.

Chair Ahmann summarized the discussion that in general, requests should come through the Administrator and then be assigned to appropriate staff with a timely response of a few days or a week. If it will take longer to fulfill the request, notification then is given and appropriate information be distributed broadly so that Council has the same information.

Item No 5      New Business (Information Only)

The committee asked the City Administrator to look into additional health care plan options such as VEBA/HSA plans and bring back additional information to the committee.

There being no further business, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Charlene Stevens  
City Administrator